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10 September 1974

MEMORANDUM FOR: Deputy Director of Security (PSI)

SUBJECT : Review of Headquarters Security Regulations

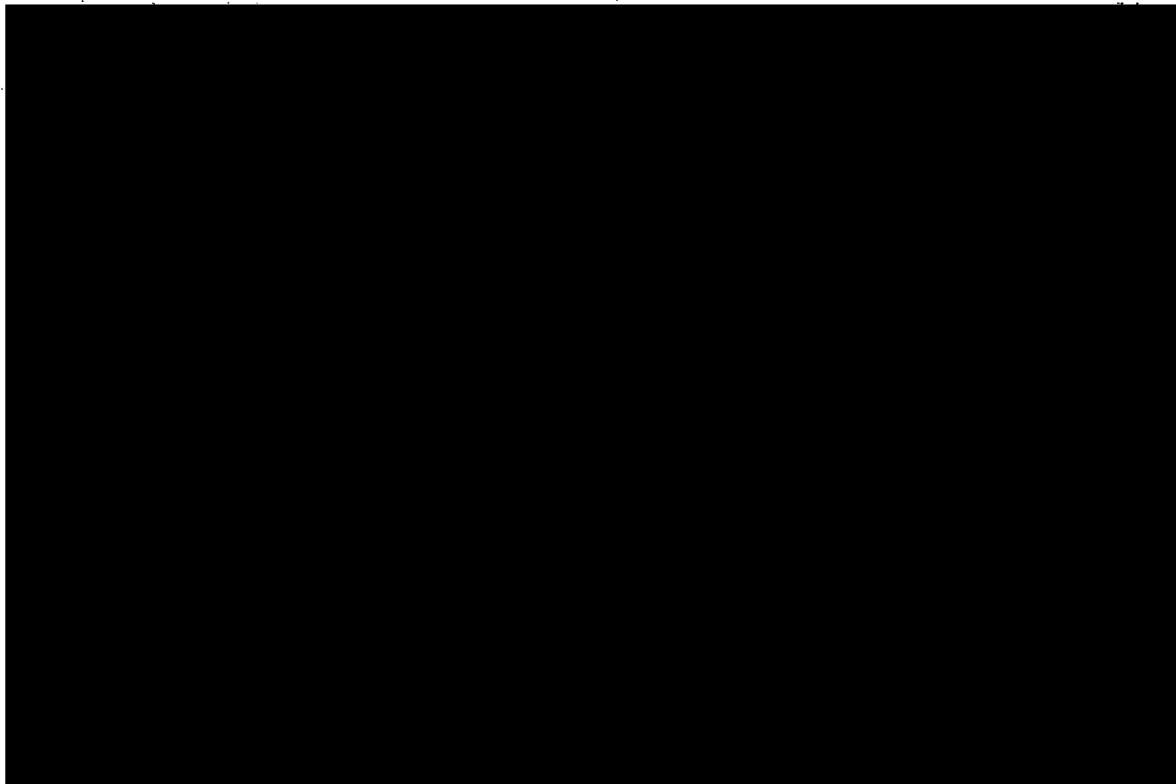
STATINTL 1. Reference is made to the Office of Security Policy Review Conference Report Action Item No. 8 requesting the review of the [REDACTED] Series and other Headquarters regulations touching upon Office of Security responsibilities and activities. Set forth below is Clearance Division PSI Summary Report on Action Item No. 8 resultant from the review of these regulations by the Division and its Branches.

2. In regard to [REDACTED] the following is recommended for revision:

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Subparagraph c (2) entitled Minimum Investigation

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word "approval." This pertains to a Secrecy Agreement which requires the signer to obtain Agency approval for travel to denied areas. The current wording is illegal and has been questioned by contractors on many occasions.

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6. [REDACTED] is the Log regulation which sets forth the responsibilities of the Deputy Directors, the Office of Logistics, and the Office of Security with regard to Classified Contract Security. The only reference to clearances in it concerns the need for the issuance of an Industrial Security Approval to permit precontract discussion prior to initial contact. Nothing is stated about the need to obtain an Industrial Security Approval to permit the use of a contractor's employee in the performance of the contract at any level of classification. Also, nothing is said about the staff type of approval required to enable a contractor's employee to work within Agency installations. It is recommended that the regulation be amended accordingly.

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7. It is recommended that consideration be given to include in the [REDACTED] the security requirements for Facility Access Approvals.

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8. It is recommended that [REDACTED] (2) be revised to exclude the current distinctive process for "Q" clearances for DDO types. This distinction in processing for those personnel seems to have been overtaken by time and it is recommended that DDO types be processed for "Q" clearances just as any other Agency employee is processed.

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9. The regulations are unclear concerning what should be done when one staff employee marries another staff employee insofar as notifying the Office of Security is concerned. They are lacking in terms of requiring an Agency employee to notify the Office of Security when he or she has been divorced. However, it is felt that these enhancements to our procedures would best be made in the Personnel Series [REDACTED] Series. With regard to the former situation, it is recommended

that a statement be put in the Personnel Series which, in effect, would say that when one staffer marries another the Office of Security should be notified by memorandum and that no Form 444K is necessary. In the latter case, it is recommended that a similar procedure be adopted and included in the Personnel Series so that Security is kept informed of the current marital status of its employees.



Chief, Clearance Division

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